



United States
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NIFA Reporting Web Conference

October, 11, 2012



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INVESTING IN SCIENCE | SECURING OUR FUTURE | WWW.NIFA.USDA.GOV

Start the Recording...



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Katelyn Sellers



Katelyn is the Lead for the State Plan of Work and Annual Report process as well as the business lead for the REEport Deployment & Continuous System Improvement process. She also leads the Multistate Research Fund. Katelyn supports the planning, development, coordination, and delivery of accountability and financial reporting from agency information systems. She is also responsible for conducting business process analyses and implementing related efficiency improvements.

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E-mail questions to rwc@nifa.usda.gov

User Support

- (202) 690-2910 *or*
servicedesk@nifa.usda.gov
- Do not contact Texas A&M support
- FAQs and other information on the NIFA Reporting Web Conference web page at www.nifa.usda.gov/rwc

Format and Logistics

- E-mail questions to rlw@nifa.usda.gov
- E-mail topic suggestions to rlw@nifa.usda.gov
- Conferences are recorded and will be available on the Reporting Web Conference web page at www.nifa.usda.gov/rlw

To Receive Announcements

An RWC e-mail list will notify interested parties on news, schedules, and other issues relating to the series. To subscribe:

- Send an e-mail to lyris@lyris.nifa.usda.gov.
- Skip your subject line and in the body of your message type: **subscribe reportingwc**.
- Be sure you receive an e-mail confirming your subscription.

Today's Topics:

- REEPort Update
 - Testing Schedule Update
 - Support from current CRIS Site Contacts
 - Tentative Deployment Schedule
 - AD-421 Reporting
- POW Update
 - Annual Roll-Over
 - National Outcomes & Indicators Reporting
 - Review Survey
 - Outcomes Summary Report



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REEReport Testing Schedule Update

- Beta Testing for all 10 Land Grants extended through October 31.
- Multiple system updates (data load) requires additional user acceptance testing.
- Comments from the testers continue to inform us of not just technical issues but business process issues that we can address through other channels (i.e. newsletters, user guides, etc.).

E-mail questions to rwc@nifa.usda.gov



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REEport Testing: LGU System-Wide

- Late November: Will open up the testing site first to all current Site Contacts.
 - In REEport, these are “Site Admins” (SAs).
- SAs must “set up” their sites first before other users can log in and test the system.
 - Suggested time is one week to set up sites
 - 30 minutes to set administrative policy
 - Additional 5-10 minutes per user added
 - Note that any users you add will be for testing only; this data will not be replicated in production when REEport goes live.
 - NIFA **WILL** replicate user data for you when you set up users in production (i.e. users in production will be copied over to training)

E-mail questions to rcw@nifa.usda.gov



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...LGU System-Wide Testing Cont'd.

- Early December: NIFA suggests Site Admins notify their own staff about the testing site being open for anyone who is set up as a user.
- When users encounter problems: NIFA asks that SAs collect issues first and use judgment in reporting them to NIFA.
- NIFA will address technical issues first (i.e. system not functioning) and prioritize usability issues for later improvements.



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Site Contacts: NIFA Needs Your Support!

- NIFA needs a manual an update of all PD's names and emails for current active CRIS projects
 - CRIS only stores PD last names, no emails.
 - REEport stores first and last names as well as emails.
 - Projects will not carry over correctly from CRIS to REEport unless these fields match; NIFA can perform the manual data load of new information before REEport goes live, but we need the correct information from Site Contacts to start with.

E-mail questions to rwc@nifa.usda.gov



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What are we asking that the Site Contacts do?

- NIFA will email spreadsheet of current CRIS projects for each institution, one project for each line.
- First initial and last name will be associated with each project.
- We need you to fill in the first name and email address.
- We are aiming for a due date of 30 days from the time we send out the spreadsheet.
- Extensions will be given!



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Tentative Deployment Schedule

- Production environment of REEport available for Site Admins on February 1.
- SAs will have 60 days to perform Site set-up
 - Verify users & confirm email addresses
 - Enter new users and assign roles
 - Enter site policy info (project prefixes, signatory authority info, etc.)
- Official Deployment planned for April 2 – April 5.
 - All AD-421s will still be submitted through CRIS Webforms with a due date of April 1.

E-mail questions to rwc@nifa.usda.gov



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Information on REEport

- Reporting Web Conferences
 - <http://nifa.usda.gov/rwc>
- REEport Email box
 - reeport@nifa.usda.gov
- REEport Implementation Web Page
 - http://www.nifa.usda.gov/business/reeport_imp.html

E-mail questions to rwc@nifa.usda.gov



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To Receive REEport Newsletters

The REEport email listserv notifies interested parties on news, schedules, and other issues relating REEport.

To subscribe:

- Send an e-mail to lyris@lyris.nifa.usda.gov.
- Skip your subject line and in the body of your message type: **subscribe reeportdeploy**.
- Be sure you receive an e-mail confirming your subscription.

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PARS REEport Staff

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- Laura Wascavage – Management and Program Analyst, REEport Support
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Note: Using the email REEport@nifa.usda.gov will reach all of the above staff and is your best bet for getting you the fastest response!

E-mail questions to rpc@nifa.usda.gov



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Plan of Work Update: Annual Roll-Over

- Roll-Over planned for November 1
 - 2014-2018 Plans of Work will be available for editing, prepopulated with data from 2013 POWs.
 - 2012 Annual Reports will be available for editing, prepopulated with data from 2012-2016 POWs.



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What's New in the System this Year?

- In November you will notice:
 - National Outcomes & Indicators tab in AR
 - “Not Reporting on this Planned Program” in AR
- In January you will notice:
 - All new help text
 - Ability to upload OGFM Supplemental Forms for Integrated Activities



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National Outcomes & Indicators

- NIFA will provide **TWO** options for reporting NOIs:
 1. Use tab provided in AR to access and submit via Google Forms.
 2. Use Form provided via email from PARS and submit back via email.
 - Form will be sent out by January 1.

National Outcomes & Indicators in the POW System:

The screenshot shows a web application interface. At the top is a green navigation bar with links: Home, About POW, Contact Us, REEIS, Log Out, and Back to Portal. Below this is a secondary navigation bar with links: Report Overview, Merit Review Process, Stakeholder Input, Planned Programs, Summary, and Nat'l Outcomes (which is circled in red). A green banner below the navigation bar reads 'Links to National Outcomes & Indicators GoogleForms'. On the left side, there is a list of categories: Childhood Obesity, Climate Change, Food Safety, Global Food Security, and Sustainable Energy. A red arrow points from 'Childhood Obesity' to a browser window. The browser window displays a GoogleForm titled 'Childhood Obesity National Outcomes & Indicators - FY2013'. The form's description states: 'This form is a supplement to the 2012 Annual Report of Accomplishments and Results and is completely voluntary. Any state wishing to VOLUNTARILY report data for any of the Childhood Obesity Outcomes and Indicators should use this form.'

2011 Outcomes Summary Report

- Collection of outstanding outcomes collected during the FY12 Reporting Period; organized by USDA Strategic Goals.
- Report is available on the AREERA Webpage:
http://www.nifa.usda.gov/business/reporting/planrept/pdf/2011_annual_report_summay_state_accomp.pdf
- This report is not all-inclusive! NIFA welcomes feedback from the states on outcomes that you feel should be included in the report.



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Questions?

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See you in December!

- Next NIFA Reporting Web Conference is scheduled for Thursday, December 13, 2012.
- Topics: TBD
- E-mail topic suggestions for RWC to rtc@nifa.usda.gov
- Visit the conference web site at www.nifa.usda.gov/rtc for:
 - The recording of this conference
 - The slides from this conference
 - Announcements & future topics

E-mail questions to rtc@nifa.usda.gov